

ALL APPLICANTS

RURAL BUSINESS OPPORTUNITY GRANTS

APPLICANT _____ Phone _____
Contact Person _____ Fax _____
Address _____ E-mail _____
_____ Other _____

ITEM	DATE RECEIVED
1 SF 424.1, Application for Federal Assistance (For Nonconstruction)	
2 Organizational Documents, i.e., Articles of Incorporation & Bylaws/ Certificate of Incorporation/City Charter/Tribal Charter	
3 Legal Opinion by Applicant's Attorney regarding eligibility and authority to perform the activities under the grant	
4 Proposed Scope of Work	
5 Written Narrative	
6 Latest financial information-Balance Sheet (RD 442-3) & Income Statement and current audit or report, if available	
7 Evaluation Method to be used by Applicant	
8 Intergovernmental Clearance	
9 Letter of Concurrence from County Commissioners or Tribal Planning Office	

SUBMIT 1-9: APPLICATION ELIGIBILITY DETERMINED

FOR RURAL DEVELOPMENT USE ONLY

1	Credit Alert Interactive Voice Response System (CAIVRS)	
2	Review of non-procurement list (RD Instruction 1940-M http://epls.arnet.gov/)	
3	RD Instruction 4284-G, Exhibit B, Priority Score	
4	Notice of Eligibility Determination	
5	RD 2006-38, Civil Rights Impact Analysis	

PROCEED TO Guide 2